

UNIVERSITY of HOUSTON

C. T. BAUER COLLEGE of BUSINESS Graduate Real Estate Program

UH Bauer Real Estate Internship Program

Purpose

Internship employment provides students with professional work experience in real estate and introduces employers to MBA's with up to date business skills while supporting their "Practice-based Education."

Terms of Internship Employment

- **Part-time/full-time:** ½ time, 20 hours per week, or full-time, 40 hours per week, or otherwise as agreed by employer and employee.
- **Employment:** Interns are employed pursuant to the employer's HR policies and procedures.
- **Compensation:** Set by employer, meets minimum wage requirements and normally range between \$15 and \$20/hour.
- **Internship Stewardship and Accountability:**
 - Interns are assigned a supervisor.
 - Employer develops a position with work projects that offer educational benefit to the student through developing their professional skills. This internship position should also add value to the company's mission.
 - Under employers' guidance, interns develop three learning objectives to achieve over the duration of the internship assignment.
 - Employer appraises intern performance at the conclusion of internship in order to establish accountability for student progress and to ensure that internship learning objectives were met.



Student Candidates

- UH Bauer MBA and MS Finance students registered in the Graduate Real Estate Certificate Program.

Matching Process

- Graduate Real Estate Program staff will assist in facilitating a match between employers and students based on academic and professional qualifications and industry preferences. Student resumes are sent to employers for review.

Registration

- Employers register a position description and terms of employment. (See attached)
- Students register preferences by industry type and send current resume.



UH Bauer Graduate Real Estate Program

334 Melcher Hall | Houston, Texas 77204-6021 | www.bauer.uh.edu/real-estate | uhgprep@bauer.uh.edu

Physical Location: UCBB Room 302 | Phone: 713-743-1968 | Fax: 713-743-5458

Student Registration

UH Bauer Real Estate Internship Program

Student Full Name: _____ People Soft ID: _____

Degree Program: MBA MS Finance Other UH Program: _____

Evening Day/Full-time Graduation Date: _____

Telephone: _____ Primary Email: _____

▪ *Internship Employment Preferences:* Part-time Full-time

▪ *Real Estate Industry Sector of Interest for Internship:*

▪ *What are some skills and qualifications that you possess that make you a competitive applicant for an internship in the real estate industry.*

▪ *Write a brief description of your skills and qualifications that you would like communicated directly to employers that will receive your resume.*

Comments: _____

Resume: Please forward current resume to the Graduate Real Estate Program. See contact details below.

Student Signature: _____ Date: _____

Thank you for registering! We will promptly begin sending your resume to potential employers. We look forward to working with you!



UH Bauer Graduate Real Estate Program

334 Melcher Hall | Houston, Texas 77204-6021 | www.bauer.uh.edu/real-estate | uhgprep@bauer.uh.edu

Physical Location: UCBB Room 302 | Phone: 713-743-1968 | Fax: 713-743-5458